



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS OFFICE OF SMART GROWTH

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JON S. CORZINE
Governor

CHARLES A. RICHMAN
Acting Commissioner

BENJAMIN SPINELLI
Executive Director

July 17, 2007

The Honorable Frank W. Minor
Mayor of Logan Township
125 Main Street
Bridgeport, NJ 08014

**Re: Logan Township Petition for Initial Plan Endorsement
Completeness Determination**

Dear Mayor Minor:

I have reviewed the petition submitted by the Township of Logan for Initial Plan Endorsement and would like to commend the Township for its planning efforts. Upon review of the petition, pursuant to the State Planning Rules N.J.A.C. 5:85-7.5 and the Plan Endorsement Guidelines, I have determined that the petition is not complete as submitted. Accordingly, I have outlined below the additional information that is required in order for the Office of Smart Growth (OSG) to deem your petition complete. OSG and our State agency partners are committed to working closely with you throughout this process in order for the Township to obtain Initial Plan Endorsement within the prescribed time periods.

Additional Information Required for Completeness

Master Plan and Available Sub-Elements

The Logan Township Master Plan Re-Examination Report, 2001 was not included digitally as indicated in the list of documents for the petition. Please provide a digital copy or nine (9) additional color copies for distribution to our respective state agency partners as required in the Plan Endorsement Guidelines. Also, please clarify if the Logan Township Master Plan, December 2000, which we received one color copy of during Pre-Petition, is the 2001 Re-Examination Report. If they are not the same document, we require a digital copy or nine (9) additional color copies of the December 2000 Master Plan as well.

Community Vision Statement

The petition narrative indicates Logan Township has not formally entered into the "Visioning Process" and includes a description of goals and objectives from the 2005 Master Plan Reexamination Report in lieu of a formal Visioning Statement. This does not constitute a vision



statement. As described in the Plan Endorsement Guidelines (pages 11-12), a vision statement should be created through a public process and should describe the desired future of the municipality in 20 years as it relates to land development, redevelopment, preservation and conservation of resources, transportation, economic growth, housing diversity and affordability, the provision of public facilities and intergovernmental coordination. The Vision Statement should also include a community vision for the three proposed centers; Repaupo Village Center, the Town Center River District and the Bridgeport Town Center.

Justification for State Plan Policy Map Amendments

While there is a general statement describing how the amendment promotes local, Regional, and State Goals and objectives and impacts public sector decisions and the reason(s) why the amendment cannot await the next revisions of the State Plan; the statement does not look at each proposed planning area and center designation individually. Sufficient justification should be provided as described in Appendix 6.2 of the Plan Endorsement Guidelines (pages 41 and 42). Similarly, there should be a report describing consistency and impact of proposed planning area changes and center designations on adjoining municipalities, counties, or regional agencies as described in Appendix 6.2 of the Plan Endorsement Guidelines (pages 41 and 42).

While the petition includes statements on how the proposed centers meet the delineation criteria outlined in the State Plan; some of the specific delineation criteria is not addressed. Each center justification should include *all* of the delineation criteria. In addition, these statements should describe how the proposed centers will accommodate local and regional population, household and employment growth targets. For example, both the proposed Repaupo Village Center and River District Village Center will include over 2,800 new residential units, more than doubling the existing housing stock. The petition should describe the needed infrastructure and community facilities to accommodate this proposed growth. Moreover, this statement should describe how the proposed amendments are consistent with any adjoining municipal plans or how these mapping changes will impact those municipalities.

Statement of Planning Coordination

While the petition includes a Statement of Planning Coordination, this statement is missing the following element that is identified as a requirement in the Plan Endorsement Guidelines. If applicable, the Township must include the following:

- A statement detailing any ongoing local or regional planning or development activities by any level of government and the level of development activity by the private sector.

While the other components of a Statement of Planning Coordination are included; the petition responses do not adequately address all of the requirements, such as a description of outreach to other municipalities. For example, the description of outreach efforts should include the municipalities who border the three centers proposed for designation or an explanation of why no such efforts were undertaken.

Present and Future Population, Households and Employment Projections

Projections of population, household and employments growth are an essential guide for the development of the municipality and county. Municipal growth targets should be aligned with county or regional growth targets, whether or not the municipality is participating in a county or regional strategic plan. If the municipal growth targets are not aligned, a detailed justification for the reasons of the disagreement should be included. While the petition acknowledges the MPO growth targets are considerably low in light of the three proposed centers; the Township does not provide their own growth targets or justification for the disagreements with the MPO projections.

Existing Land Use Inventory and/or Zoning Maps

The petition indicates 10 copies of a community facilities map was submitted with the petition, but the petition did not include these maps. Please submit a community facilities map providing information concerning the location of community facilities and services, e.g. municipal and county buildings, community colleges, schools, libraries, police and fire protection. Please also include a statement of facility capacity where applicable.

While the petition includes descriptions of the Township's existing and proposed affordable housing locations, please indicate these locations on a map. These locations could be added to the existing Logan Township Plan Endorsement map depicting proposed planning area and center boundaries.

Additional Municipal Petition Requirements

The petition states a copy of Logan Township's Municipal Environmental Justice Inventory was submitted with the petition, but the petition did not include this document.

Proof of Notice Requirements

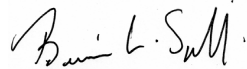
The Township must provide minutes for all of the public meetings regarding their petition for Initial Plan Endorsement, specifically the Council meeting where the petition was endorsed. As discussed in the Plan Endorsement Guidelines (page 44), the Township must include copies of the minutes of each public meeting during which the Plan Endorsement petition was reviewed and of the meeting at which the resolution endorsing the petition was approved. Minutes shall include a summary of public comments and copies of written comments filed before, or presented at the public meeting.

Conclusion

Pursuant to N.J.A.C. 5:85-7.5(b), the Township must submit an amended petition within 90 days of receipt of this notice. Otherwise, the initial petition will be considered to have been withdrawn, and no further action will be taken by OSG unless Logan Township resubmits a petition for consideration. If you believe that some of the items identified above are already adequately addressed within the petition, please bring that to our attention as soon as possible. OSG and our partner agencies are available to assist you at any time during this process, and are committed to working with you so that you achieve plan endorsement in a timely manner. I would like to encourage you to schedule a meeting with OSG so that we may discuss the completeness items identified within this letter in more detail.

Thank you again for your commitment to the Plan Endorsement process. If you have any questions or concerns, please feel free to contact Erika Webb, Principal Planner and TDR Coordinator, at (609)-633-6171 or via email at ewebb@dca.state.nj.us.

Sincerely,

A handwritten signature in black ink, appearing to read "Benjamin L. Spinelli".

Benjamin L. Spinelli
Executive Director

ES:ew

c: Lyman Barnes, Logan Deputy Mayor
Linda L. Oswald, Logan Municipal Clerk
Courtenay Mercer, PP/AICP, Planning Director, OSG
Erika Webb, Principal Planner and TDR Coordinator, OSG
Tracie Gelbstein, Deputy Counsel, OSG
State Agencies *via e-mail*
Logan Township PE File